

NAWAZ JANWERY

Address: Muhammad Bux Shoro, Near Royal Banquet
Street No. 03 January house Qasimabad Hyderabad, Sindh, Pakistan.
Mobile: 03337073147 - 03008983419
E-mail: nawaz.janwery@hands.org.pk
nawazjanwery@gmail.com



Personal Statement

Mr. Nawaz Janwary has been working for thirteen years' experience in managerial & sector in charges positions. He has strong management & community development skills with extensive knowledge in CSR Project Management, Conflict resolving, Issue resolving and social Mobilization. He has fulfilled his Responsibilities for the successful initiation, planning, design, execution, monitoring, controlling & making decisions both large and small and minimise uncertainty in each decision makes must directly benefit to project. His expertise in project management to penetrating questions, detect unstated assumptions and resolve conflicts, as well as more general management skills and Minimize risk, formally and informally measured throughout the lifetime of a project.

Currently he has demonstrated experience at Eni Pakistan supported project and managing social interventions under Health, Education, Community physical infrastructure, NRM, Supply of potable water, Vocational & Computer Training Centre with management of 89 professional staff. He has a good experience to deal with local community members, notables, national and international visitors, district administration. He is managing Mother and Child Health Centre, 3 Community Health Centre, 16 Community Schools in remote area, 2 Vocational centres and 1 Computer centre in Programme area and maintained meaningful coordination with area MNAs, MPAs, Deputy Commissioners and line departments.

He Had Managed 1400 Community organization also worked along with Income generation grants, Community Investment Funds, Training, Increase Fats and Meat in livestock a Project of Federal government of Pakistan and vaccination, Drip Irrigation System, Health insurance, Child Protection, Family planning, Landless Hares livelihood, emergency response and recovery projects.

He had worked on Disaster Risk Reduction (DRR), Community Based Partnership (CBP) and Community Based Disaster Risk Reduction Management (CBDRR), Community Management Training, Basic Management Training, Skill Development Training, Local Support organization management. He has managed Community- base Management of Acute Malnutrition a model of World Bank with UNICEF (CMAM) and different models of Shelters, Livelihoods, Education Programs with WFP, DFID, UNICEF, integrated & Medico International Germany Integrated Projects and Philanthropist

Key Skills

- Ability to manage time and prioritise workload to ensure efficient delivery of all aspects of tasks.
- Planning and Defining Scope
- Activity Planning and Sequencing
- Resource Planning
- Project Management
- Developing Schedules
- Developing a Budget
- Conflict management
- Controlling Quality & Benefit Realization
- Documentation
- Risk Analysis
- Managing Risks and Issues
- Stakeholders management

- Monitoring and Reporting Progress
 - Team Leadership
 - Strategic Influencing
 - 80 words per minute typing
 - Regular user of Microsoft Office, including Excel, Word and Acrobat Reader
 - Highly organised and efficient
 - Excellent communication skills, both written and verbal
 - Polite and professional manner
 - High level of attention to detail
-

Work Experience

District Executive Manager/Project Manager Health and Nutrition Development Society (HANDS)

(Jan 2017-Present)

- Management of E&P Companies Projects (Eni Pakistan & PPL) and MISALI Project of HANDS
 - To provide strategic support in planning & development, and monitor initiatives
 - To keep liaison with local communities at grass root level, including political leaders, public representatives, and pressure groups, local NGOs and Civil Administration, to manage community development needs and maintaining cordial relationships.
 - Analysis and strategic planning on interventions & supporting top management decision
 - Project Management, strategy, projects planning and design, monitoring, cost control and reporting
 - Institutional Relations, relations with public and private bodies and stake holders Communicate partners and other stakeholders to help them understand HANDS's as a distinctive program approach
 - Monitor the programs or project activities of Shelters (prepare 2600 shelter), Education, Health and Livelihood
 - Facilitate visits of donors, district administration including deputy commissioners, district heath, education and other line departments of CSR Projects
 - Strong linkages with line departments
 - Preparation of budget of the project/schemes/activities
 - Strong problem solving and negotiation skills
 - Familiarize team with the organization needs, specification, design standard techniques and tool to support task performance.
 - Represent management meetings
 - Conduct appraisal of project staff and training need assessment
 - Prepare & present periodical management review presentations
-

Project Manager, BRSP Research & Development Foundation (RDF) (Sehwan)

(Jan 2015-Dec 2016)

- To Manage E&P Project (Eni Pakistan)
- Coordinate all district activities with all entities involved & Deputy Commissioners
- Facilitate visits of national & International visitors/donors and government official
- Create an environment oriented to trust, open communication, Creative thinking, and cohesive team efforts.
- Guide, Supervise and monitor the field team in doing their activities as per project plan
- Prepare monthly specific work plans and motivate the team to follow
- Facilitate Problem solving and collaboration among the team.

- Familiarize team with the organization needs, specification, design standard techniques and tool to support task performance.
 - Strong liaison with district administration & represent management meetings.
 - Dealing financial matters regarding procurement material for construction with manager finance
 - Required to Participate in the preparation of budget of the project
 - Responsible for the supervision and appraisal of project staff and arrange training where necessary.
-

District Executive Manager (DEM)

Health and Nutrition Development Society (HANDS)

(Jamshoro at Sehwan, Tando Allahyar & Mirpur Khas)

(Dec 2010 to Jan-2015)

- To Manage All Project and Team leaders
 - Supervise and implement Disaster Preparedness and Management unit work
 - Coordinate all district activities with all entities involved
 - Communicate with partners and other stakeholders to help them understand HANDS's as a distinctive program approach
 - Manage and implement all running projects at district Level
 - Facilitate field staff in carrying out field activities
 - Monitor the programs or project activities of Shelters (prepare 2600 shelter), Education, Health and Livelihood
 - Manage 6 Donors in 2010–2015 of Different Projects
 - Develop linkages with line departments
 - Dealing financial matters regarding procurement material for construction with manager finance
 - Required to Participate in the preparation of budget of the project
-

Income Generation Grant Officer

Thardeep Rural Development Program (TRDP) (Mithi)

(July2010 to Dec 2010)

- Manage Grants of Taluka (Mithi & Diplo) district Tharparkar (grantee in villages through Village development organization
 - Manage Grant PSC Data of four Taluka & 41 union councils based poverty reduction program of impoverished women based village development organizations of Government of Sindh
 - Manage Income generating grant (IGG)
 - Mange Community Investment Fund (CIF)
 - Manage Micro revolving loan (MRL)
 - Manage capacity building scholarships and vocational trainings
 - Research and identify potential donors, cultivating potential donors and communicate with current donors
-

District Manager- Dadu

Thardeep Rural Development Program (TRDP)

(Sep 2006 to July-2010)

- To supervise team and handle all problems of programme operation
- Meet financial performance for profitability and operating income by executing strategies that align with the organization short-term and long term objectives
- Manage Micro Credit Portfolio up to 100 Million
- Manage 6 Donors in 2007–08 of Disaster Management and Preparedness work
- Supervise program and project activities of Natural Resource Management (NRM), Social Service Sector(SSS), Community Physical Infrastructure (CPI), Human Resource Development (HRD) and Social Mobilization (SM)

- Supervised the project activities of Child Rights and Protection, Sindh Government's Landless Hares Project, Prime Minister's Livestock Initiative Project, Sindh Government's Sustainable Land Management and Development Project, Adamji Health and Accidental Insurance, Microfinance Programme, Pakistan Dairy Development Project and Micro Drip Irrigation Project, LEP (Livelihood Enhance Program)
 - To entails to coordinate the process of implementation line with yearly plan of operation & Monitoring /Facilitating
 - To identified Needs of communities and Develop regular process of all activities.
 - Support and coordinate other professionals in social mobilization team to meet the targets specified in yearly plan of operation approved by Thardeep Board of Directors.
 - Develop presentations, prepare, training calendars and disseminating them in the different stakeholders.
 - Develop, design and organized community dialogues and there by consolidate the Para Development Committees to a level they that they can act as partner in the process of village development plan.
-

Regional Credit Officer

Thardeep Rural Development Program (TRDP Region Sehwan)

(Nov-2004 to Aug-2006)

- Technical Credit Appraisals of communities
 - To Monitor of Recovery of credit client
 - To ensure credit disbursement according to the rules of organization.
 - To monitor routine credit related field operational activities.
 - To provide training to Staff & community for Credit related activities.
 - To prepare weekly and monthly reports for head office
 - To ensure reporting to Head office
 - To ensure the 100% recovery within due date in all concerned Field offices
-

Social Organizer/ Trainee Engineer

Thardeep Rural Development Program (TRDP Khaipur Nara)

(May-2004 to Nov-2004)

- Prepare Socio Economic Profile of Area.
 - Making contacts with and organizing local communities
 - Identification and Training of local leaders and activists in managerial skill development
 - Prepared Bill of Quantity of Schemes
-

Area Manager:

NRSP/ UPAP (Islamabad & Karachi)

(March-2003 to May-2004)

- To trained all new Fieldworkers
 - To sanction loan after analyzing the base line form critically.
 - To confirm & technical analysis whether the information given by Field worker is correct
 - To ensure the income / expenses information from the borrower
 - Dealing the customers' different queries regarding credit
 - To focused and ensure recovery from overdue cases
-

Professional Training & workshops

- Training Workshop on Child Rights and Protection by Save the Children - UK
- Training on Child Rights Programming Save the Children - UK
- Training Workshop on Gender and Rights by TRDP
- 2 days training workshop on Reproductive Health

-
- 4 days training workshop on Sexual Health
 - One-week training workshop on Birth Spacing
-

Trainings on General Management:

- Training Workshop on Reproductive Health Care, Infection Control & Communication Skills 11-12 September 2015 at Aga Khan Health Provincial office Karachi, Supported by eni Pakistan.
 - Advanced TOT on **Disaster Risk Reduction (DRR)** organized by brac university on May 19th to 23rd -2012 organized by barc university Bangladesh
 - **Community Mobilization** for Project Coordinator April 25th to 28th-2009 organized by RSPN held at PC Karachi
 - Technical Orientations **Workshop on Birth Spacing & Family Planning Methods** September 17th to 18th -2008 organized by Population Council, RSPN and Jhpiego.
 - Three days training workshop on "**Financial Analysis & Risk Management**" conducted by Shore Bank International & USAID at Avari hotel Lahore.
 - Two days workshop on "**Learn How to enhance your Outreach**" conducted by ACE consultants at Best Western hotel Islamabad on February 14th to 15th - 2007
 - Twelve days OTW workshops on **Leadership Management Training-2** organized by Institute of Rural Management (IRM/NRSP) at Islamabad May 8th to 19th -2007
 - Four days training workshop on "**Delinquency Management and Interest rate setting**" organized by Pakistan Poverty Alleviation Fund, Islamabad. April 26-29,2005
Four-day training workshop on "**Delinquency Management and Interest rate setting**" organized by Pakistan Poverty Alleviation Fund, Islamabad. April 26-29, 2005
-

International Exposure & National Exposure

- Exposure Visit to Turkey with HANDS team 2014
 - Exposure Visit to Srilanka with HANDS team funded by Medico International Germany and their Work.2013
 - Exposure Visit to Bangladesh with Dr. Tanveer and Team Member visited different organization. 2012
 - Exposure visit Dubai with Aman Foundation & Basic Need team in February- 2011
 - Retreat at Narain and Kagan conducted by HANDS on May-2011
 - Retreat of TRDP Programme staff at Steel Mill Club Karachi-2010
 - Exposure Retreat of TRDP Programme staff at Steel Mill Club Karachi-2009
-

Computer and Internet Skills

- Excellent knowledge of Windows XP, Windows 7, & Windows 8.
 - Excellent knowledge of Microsoft Office (Word, Excel, Power Point).
 - Good command of Adobe Acrobat Program.
 - Professional web navigator and researcher.
-

Language	Speaking	Writing	Translation
Sindhi	Native	Native	Native
Urdu	Native	Native	Native
English	Good	Good	Good

Educación

M.A Economics, University of Sindh -2006

Diploma of Associate Engineer (Civil) SBTE Karachi-2002

Personal.

Date of Birth: 6th -April 1978

Marital Status: Married

References

References will be provided on request.